



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, 25TH INFANTRY DIVISION AND US ARMY, HAWAII
SCHOFIELD BARRACKS, HAWAII 96857-6000

APVG-CG

5 November 2014

MEMORANDUM FOR See Distribution

SUBJECT: U.S. Army Hawaii Policy Letter 10 - Basic Allowance for Subsistence (BAS) Meal Collections

1. Purpose. To provide guidance for the implementation of the Department of the Army policy for the use of Basic Allowance for Subsistence (BAS) collections for government provided meals.

2. References.

- a. Army Regulation (AR) 30-22, Army Food Program, 24 July 2012
- b. Department of the Army Pamphlet (DA PAM) 30-22, Operating Procedures for the Army Food Program, 6 February 2007
- c. Title 10 U.S. Code, Section 2603
- d. ALARACT 037/2012
- e. Title 37 U.S. Code, Sections 402 and 401
- f. Memorandum, Department of the Army, and Office of the Vice Chief of Staff, 27 May 2010, Subject: Compliance with Army Regulations for Basic Allowance for Subsistence (BAS) Meal Collections.
- g. Army Regulation (AR) 37-104-4, Military Pay and Allowances Policy.
- h. Operations Order (OPORD) 12-057: Optimization of dining facility operations
- i. Department of Defense (DOD) 1338.810-M, Manual for the Department of Defense Food Service Program dated March 1990

3. Applicability. This policy applies to all units subordinate or attached to U.S. Army Hawaii (USARHAW). This policy applies to all active duty Soldiers (Title 10 and Title 32 U.S. Code) currently serving in USARHAW.

4. Objectives.

a. This directive implements U.S. Army guidance for the use of Basic Allowance for Subsistence (BAS) to ensure all Hawaii based units remain in compliance with DOD policy.

5. Background.

a. Commanders authorized single Soldiers to receive the full Basic Allowance for Subsistence (BAS) entitlement while also residing in government provided quarters. Over time this practice was abused and evolved to entire groups of Soldiers instead of individual exceptions based on duty assignment or access to a dining facility. As a result many dining facilities routinely struggled to meet the DA directive for dining facility utilization rate of 65%.

b. IAW DA PAM 30-22, Operating Procedures for the Army Food Program dated 2007, requests to establish a unit or consolidated dining facility are submitted to the installation commander for approval. Requests will include the number of Subsistence in Kind (SIK) personnel to be subsisted. The dining facility utilization rates are based off the number of SIK Soldiers who subsist in the facility. A dining facility must operate at a 65% utilization rate or higher; dining facilities that operate with a utilization rate lower than 65% will be considered for disestablishment IAW the 2012 DFAC Optimization OPOD.

c. The SIK Soldier is the mission essential piece required by the Department of Defense (DOD) 1338-10M, Department of Defense Food Service Program, in providing the authorization to establish and operate all Army managed Dining Facilities.

d. IAW DA PAM 30-22, Subsistence in Kind (SIK) are government furnished meals. The Basic Allowance for Subsistence (BAS) is a cash allowance, by law payable to officers at all times, to help reimburse them for the expense of subsisting themselves. For enlisted personnel, a cash allowance is payable when government meals are not available; when permitted to ration separately, or under emergency conditions.

6. Responsibilities.

a. All USARHAW tenant unit commanders will place their assigned E-5 and below who reside in the barracks on meal card (Subsistence in Kind/SIK) on or before 1 April 2015.

b. Commanders will ensure all SIK personnel are provided with a meal card accompanied with their CAC to subsist. All SIK personnel will be required to identify themselves with a meal card or travel orders issued by a Military Department before receiving a meal from an appropriated fund food service activity.

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c. Exceptions to this directive will be approved in the event there are no operational dining facilities on the assigned installation (Ex, Ft. Shafter, Helemano) or normal place of duty for the SIK Soldiers to subsist.

d. This policy does not eliminate commanders authority to place Soldiers on BAS based on Department of the Army approved exceptions for medical, religious, or operational (will miss greater than 20% of available meals in a given month) needs.

7. The POC for this policy memorandum is MSE-G4, 808-655-1507.


CHARLES A. FLYNN
Major General, USA
Senior Commander

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